



MICHIGAN DEPARTMENT OF STATE
BUREAU OF ELECTIONS

ITEMIZED CONTRIBUTIONS
SCHEDULE 2A
INDEPENDENT OR POLITICAL COMMITTEE

1. Committee I.D. Number _____

2. Committee Name _____

Please enter contributor's name and address. If contribution is from an individual, enter last name, first name, and middle initial. Check box to indicate if contribution is from a Political Committee or an Independent Committee (Both are commonly called PACs).

6. Amount

7. Cumulative for
Calendar Year for Each
Contributor (Through
date of receipt)

3. Contribution # 1

Is this contribution from a PAC? YES 4. Date of Receipt _____

Name & Address:

\$ _____ \$ _____

5. If over \$100.00 cumulative, please provide:

Occupation _____ Employer _____

Business Address _____

Type of Contribution: Direct Loan from a person Fund Raiser

3. Contribution # 2

Is this contribution from a PAC? YES 4. Date of Receipt _____

Name & Address:

\$ _____ \$ _____

5. If over \$100.00 cumulative, please provide:

Occupation _____ Employer _____

Business Address _____

Type of Contribution: Direct Loan from a person Fund Raiser

3. Contribution # 3

Is this contribution from a PAC? YES 4. Date of Receipt _____

Name & Address:

\$ _____ \$ _____

5. If over \$100.00 cumulative, please provide:

Occupation _____ Employer _____

Business Address _____

Type of Contribution: Direct Loan from a person Fund Raiser

3. Contribution # 4

Is this contribution from a PAC? YES 4. Date of Receipt _____

Name & Address:

\$ _____ \$ _____

5. If over \$100.00 cumulative, please provide:

Occupation _____ Employer _____

Business Address _____

Type of Contribution: Direct Loan from a person Fund Raiser

Page Subtotal

Grand Total of All Schedules 2A
(Complete on last page of Schedule)

Enter this total
on line 3 of
Summary
Page

INSTRUCTIONS FOR COMPLETING SCHEDULE 2A

ITEM 3: NAME AND ADDRESS: Enter the name and address of each contributor.

- If the contribution is from an individual, enter last name, first name, and middle initial. If the contribution is from a committee (Candidate, Political, Independent or Political Party), enter the committee name and address; do not enter the name of the individual who signed the check. If the contribution is from a Political Committee or an Independent Committee, check the “PAC Receipt? Yes” box. If the contribution is from any source that is not a PAC, leave the box unmarked.
- If the contribution is from a partnership, which has requested attribution to individual partners, report the individuals’ names and addresses with their proportion of the contribution. Do not report the name of the partnership.
- If the contribution is from a person or group that is not an individual or a registered committee, or if the contribution is from an out-of-state committee, report the name and address of the committee on Schedule 2A with the notation “**Memo Itemization Below**” written above the name of the contributor. In the space for the next contribution record immediately following this entry, enter the notation “**Memo Itemization**” and the name and address, date and amount for each person whose contribution was a part of the total contribution.

ITEM 4: DATE OF RECEIPT: Enter the date the contribution was actually received by the treasurer, designated record keeper or other agent designated by the treasurer. Do not enter the date the check was written or the date the contribution was deposited. Only report on the Schedule the contributions received during the period covered by the Campaign Statement.

ITEM 5: CONTRIBUTOR’S OCCUPATION, EMPLOYER, and BUSINESS ADDRESS: Complete this Item if the contributor’s cumulative contribution for the calendar year exceeds \$100.00. This applies only to individuals; do not make an entry in the item if the reported contribution is from a committee. If the contribution is from an unincorporated business, use this section to indicate “Not Incorporated.”

TYPE OF CONTRIBUTION: There are only two types of contributions of money: DIRECT contribution and LOAN from a person (a person other than a financial institution in the ordinary course of business). Check the appropriate box for each contribution.

- If the contribution is a loan from a person, it must also be reflected on Schedule 2E, Debts and Obligations, as a debt if there is an outstanding balance on the closing date of the Campaign Statement. Check both the “**Direct**” box and the “**Loan From a Person**” box. On the Campaign Statement reporting the expenditure that completely pays off the debt, report the debt on Schedule 2E with a zero balance.
- If the contribution was received as a fund raiser contribution or as the purchase price of a ticket to the recipient committee’s fund raising event, check both the “**Direct**” box and the “**Fund Raiser**” box.

ITEM 6: AMOUNT OF CONTRIBUTION: List each contribution separately by date, even if two or more contributions are received from the same person.

ITEM 7: CUMULATIVE FOR THE CALENDAR YEAR: Enter the cumulative amount of all contributions received from the contributor for the calendar year through the date of the contribution being reported. Also include the value of any in-kind contributions of goods or services received through this date from the same contributor when calculating the cumulative amount.